

MICHIGAN DEPARTMENT OF TRANSPORTATION
2021-22 Technical Training Course Schedule
LOCAL AGENCY

(Updated: 12/06/2021)

[\(Technical Training Course Description\)](#)

Registration Fee: The non-refundable course fee is due at the time of registration.

MDOT OOD Local Agency Training Cancellation Policy: Cancellations are requested at least two weeks prior to the class/course start date in order to allow those on the waitlist to attend.

MDOT expects full attendance and participation in this class/course. Certifications and certificates of completion will not be issued for participants that fail to attend and/or participate.

ALL PAYMENTS FOR CLASSES/COURSES ARE NON-REFUNDABLE

Registration Instructions and Process: The non-refundable fee per course is due at the time of registration.

- 1) Read and adhere to the [MDOT OOD Local Agency Training Cancellation Policy](#). Then submit, via email, the following documents to MDOT-TechTraining@Michigan.gov:
 - a. The completed [Technical Training Request Form](#), in order for your name to get added to the class list(s); and
 - b. For Computerized Office Technician course attendees *only*, submit a copy of your FieldManager Training Certificate/Certification. Or submit your FieldManager Training Certificate/Certification no later than two weeks before the start date of the Computerized Office Technician course.
- 2) For all Computerized Office Technician and Computerized Office Technician Recertification attendees, read, adhere to and complete the [MDOT OOD Office Tech and Recertification Cancellation Policy](#). Then submit, via email, the following documents to MDOT-TechTraining@Michigan.gov:
 - a. The completed Technical Training Request Form, in order for your name to get added to the class list(s);
 - b. A copy of the completed MDOT OOD Office Tech and Recertification Cancellation Policy form; and
 - c. A copy of your FieldManager Training Certificate/Certification. Or submit your FieldManager Training Certificate/Certification no later than two weeks before the start date of the Computerized Office Technician course.
- 3) To *secure* your seat for the class(es), please make the check or money order out to the **State of Michigan**, include the name of course on the check/money order and mail to:

Michigan Department of Transportation
ATTN: Jessica Watson, OOD Business Manager
425 West Ottawa Street (ID Mail: B180)
Lansing, Michigan 48933

*Your **official** registration process is complete when the course payment has been received. Upon receipt of the course payment, indicates that you have read and agreed to the MDOT OOD Training Cancellation Policy.

Confirmation: Confirmation notice will be emailed approximately 1-2 weeks prior to the course start date.

Questions: Contact MDOT OOD-Technical Training at 517-204-6186 or MDOT-TechTraining@Michigan.gov.

Disclaimer: To avoid unnecessarily repeating of Technical Training courses, please keep your course certification and information in a safe place. It is important to know to when these official documentations will expire. Replacement certificates will no longer be issued nor does the Office of Organizational Development (OOD) retain historical records of previous class attendance.

ADA/Reasonable Accommodation Requests:

MDOT accommodations can be made for persons who require mobility, visual, hearing, written, or other assistance for participation. Large print materials, auxiliary aids or the services of interpreters, signers, or readers are available upon request. Please contact Megan Dover at 517-290-1198 or DoverM@Michigan.gov, or complete Form 2658 for American Sign Language (ASL): https://www.Michigan.gov/mdot/0,4616,7-151-9621_31783---,00.html. Requests should be made at least five days prior to the meeting date. Reasonable efforts will be made to provide the requested accommodation or an effective alternative, but accommodations may not be guaranteed.



For all other attendees, accommodations can be made for persons who require mobility, visual, hearing, written or other assistance for participation. Large print materials, auxiliary aids or the services of interpreters, signers, or readers are available upon request. Please contact Orlando Curry @ 517-335-7462 or complete Form 2658 for American Sign Language (ASL) located on the Title VI webpage https://www.michigan.gov/mdot/0,4616,7-151-9621_31783---,00.html. Request should be made at least five days prior to the meeting date. Reasonable efforts will be made to provide the requested accommodation or an effective alternative, but accommodations may not be guaranteed.

COURSE TITLE	DATES	TIME	LOCATION	FEE
Bridge Construction/Rehabilitation Inspection & Bridge Paint	Jan. 18-20, 2022 Mar. 2-4, 2022	8:30-4:00 8:30-4:00	Microsoft Teams Microsoft Teams	\$6.50 \$6.50
Computerized Office Technician (Proof of FieldManager Training Certification is required prior to registering for this course. See above items 1.b. and 2.c. for additional instructions.) Note: The course material(s) for this class will be arriving by mail to you from BLN (Beam.Longest.Neff), Consultant.	Jan. 10-14, 2022 Mar. 14-18, 2022 Apr. 11-15, 2022	8:30-5:00 8:30-5:00 8:30-5:00	Webex Webex Webex	\$581.25 \$581.25 \$581.25
Computerized Office Technician Exam-Recertification (Recertification Exam Only- No Review and No Retest) Note: The course material(s) for this class will be arriving by mail to you from BLN (Beam.Longest.Neff), Consultant.	Dec. 16, 2021 Jan. 6, 2022 Mar. 3, 2022	8:30-5:00 8:30-5:00 8:30-5:00	Webex Webex Webex	\$137.50 \$137.50 \$137.50
Concrete Paving Inspection Note: Lunch Break: Noon – 1:00pm. Note: *Pre-Coursework: Complete the downloads prior to the actual class date. Link: Concrete Paving Inspection Course Documents .	Feb. 1-3, 2022 Mar. 22-24, 2022	10:00-Noon & 1:00-3:00 10:00-Noon & 1:00-3:00	Microsoft Teams	\$62.50

<p>Density Certification Training For course dates go to Ferris State University's (FSU's) website at: Ferris Construction Institute (ICET) Registration</p> <p>Questions: Direct them to ICET@ferris.edu or Justin Foster at FosterJ7@Michigan.gov</p>	<p>Various</p> <p>*Check out the FSU website for course dates.</p>	<p>Various</p>	<p>FSU</p>	<p>FSU</p>
<p>FieldManager Training (This is a prerequisite and must be taken prior to the Computer Office Technician Course.)</p> <p>Note: The required FieldManager software application will be provided to be installed prior to the actual training date. If you plan to install this software, please note that there will not be a technician available to assist you during the installation process or during this class session. However, you are welcome to attend this class, online lecture ONLY, via Microsoft Teams.</p>	<p>December 16, 2021</p>	<p>8:30-4:00</p>	<p>Microsoft Teams</p>	<p>No Cost to Attend</p>
<p>Geotechnical Construction Inspection Training (Formerly Drilled Shaft Inspectors Training)</p> <p>Note: This two-day course is presented before the March 2-4, 2022 Bridge Construction/Rehabilitation Inspection & Bridge Paint.</p>	<p>Feb. 28 – Mar. 1, 2022</p>	<p>9:00-3:00</p>	<p>Microsoft Teams</p>	<p>\$12.50</p>
<p>Hot Mix Asphalt Paving Operations Ferris State University's (FSU's) website: Ferris Construction Institute (ICET) Registration</p> <p>Note: We recommend students to register at least two weeks in advance to allow time to complete the online prework on FSU's E-Learning system. Once registered, all participants will be emailed with further instructions needed to complete the required prework.</p> <p>Questions: Direct them to ICET@ferris.edu</p>	<p>Jan. 31 – Feb. 2, 2022 Feb. 7-9, 2022</p> <p>*Check out the FSU website for additional course dates.</p>	<p>Each class starts at 9:00 am on the first day.</p>	<p>FSU</p>	<p>FSU</p>
<p>Hot Mix Asphalt Paving Operations-Recertification Ferris State University's (FSU's) website: Ferris Construction Institute (ICET) Registration</p> <p>Note: At this time, we ask that only essential field employees apply for the HMA Paving Operations class this year due to the large demand, and to help mitigate the spread of COVID.</p> <p>Questions: Direct them to ICET@ferris.edu</p>	<p>Feb. 3-4, 2022 Feb. 10-11, 2022</p> <p>*Check out the FSU website for course dates.</p>	<p>*Check out the FSU website for course times.</p>	<p>FSU</p>	<p>FSU</p>
<p>Prevailing Wage Training</p> <p>Note: To receive a Certificate of Completion for this course, you must attend both half-day training sessions, consecutively [attend the afternoon virtual session first, followed by the morning session].</p>	<p>Mar. 2, 2022 & Mar. 3, 2022</p> <p>Mar 30, 2022 & Mar 31, 2022</p>	<p>1:00-4:00 & 8:00-11:00</p> <p>1:00-4:00 & 8:00-11:00</p>	<p>Microsoft Teams</p>	<p>No Cost to Attend</p>

	Apr. 13, 2022 & Apr. 14, 2022	1:00-4:00 & 8:00-11:00		
Structural Steel <i>Bolting</i> Workshop	Feb. 22, 2022	9:00-4:30	Microsoft Teams	\$25.00
Structural Steel <i>Welding</i> Workshop	Feb. 24, 2022	9:00-4:30	Microsoft Teams	\$25.00
Superpave Asphalt Mix Designers Certification Training Local Agencies Register at: tmurphy@murphypavetech.com Note: Online possibility; stay tuned!	Mar. 7-10, 2022	8:00-5:00	MITA Building – Okemos	Contact Murphy Paving